CookChildren's

Rehab-External Admission Checklist for Referring Facility

	ITEMS NEEDED PRIOR TO CONSULT	Date complete	Initials
1.	Facesheet with accurate patient name, DOB, Insurance information (needed to verify benefits) & ICD-10 codes		
2.	H&P		
3.	Last 3 days medical and therapy progress notes, including medical plan of care		
4.	Social Work notes, any infectious disease notes		
5.	Imaging Reports (will need imaging CD if patient transfers)		
6.	List of Consulting services		
7.	Medication list		
8.	Procedure list		
9.	Tracheostomy yes or no (**MUST HAVE FIRST TRACHEOSTOMY CHANGE PRIOR TO ANY TRANSFER per our system policy)**		
10.	Gastrostomy? Yes or No		
11.	Ongoing monitoring, i.e.: labs, scans?		
12.	MEDICAL point of contact for Nurse Practitioner to call for questions		
	ITEMS NEEDED WITH TRANSFER		
13.	Tracheostomy? **MUST HAVE FIRST TRACHEOSTOMY CHANGE PRIOR TO ANY TRANSFER per our system policy)**		
14.	Discharge Summary to be faxed ahead of transfer (ideal) or sent with chart on transfer; if unable to fax prior, please send last 3 days of progress notes and any new imaging reports		
15.	Imaging CD to accompany child (ideal to get scans before kid comes)		

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